



**DEPARTMENT OF THE ARMY**  
ENGINEER RESEARCH AND DEVELOPMENT CENTER, CORPS OF ENGINEERS  
WATERWAYS EXPERIMENT STATION, 3909 HALLS FERRY ROAD  
VICKSBURG, MISSISSIPPI 39180-6199

REPLY TO  
ATTENTION OF:  
CEERD-ZA (690)

7 December 2000

MEMORANDUM FOR SEE DISTRIBUTION


SUBJECT: Policy Memorandum #7, Prevention of Sexual Harassment

1. As the Commander of the U. S. Army Engineer Research and Development Center (ERDC), I want to make known my policy concerning sexual harassment. It is my policy that all team members have the right to work in an environment free of discrimination including sexual harassment. I prohibit any form of sexual harassment of team members and will take immediate and appropriate action to prevent and to correct behavior that violates this policy. Such conduct will result in appropriate disciplinary action, up to and including termination.
2. Sexual harassment is a direct violation of Title VII of the 1964 Civil Rights Act, as amended. It is also a violation of the Merit Systems Principles of the Civil Service Reform Act of 1978. Sexual harassment is any unwelcome sexual advances, requests for sexual favors, offensive flirtations or propositions, commentaries about a team member's body, displays of sexually explicit pictures, offensive jokes, unnecessary touching of a team member or physical or verbal conduct of a sexual nature whenever such conduct has the purpose or effect of substantially interfering with a person's work performance or creating an intimidating, hostile or offensive work environment.
3. I support a work environment where sexual harassment is not an issue. Team members have the right to work in an environment free from unsolicited and unacceptable sexual overtures of any kind. Practices that undermine the integrity of employees, debilitate morale, or interfere with work productivity will not be condoned. I hold each manager, supervisor, and employee responsible for ensuring that sexual harassment is not practiced or tolerated at ERDC.
4. Employees who feel that they are the victims of sexual harassment should contact the Equal Employment Opportunity (EEO) Office or an EEO Counselor. A poster listing EEO Counselors, their telephone numbers, and their locations can be found on all official bulletin boards. This poster includes instructions for filing complaints.

CEERD-ZB

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5. I urge all team members to support the ERDC policy against sexual harassment by preventing, reporting and correcting inappropriate social behavior within their work sites.



JAMES S. WELLER  
Colonel, Corps of Engineers  
Commander

DISTRIBUTION:

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Plus all Bulletin Boards